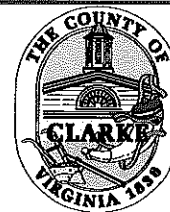


Clarke County

Planning Commission

POLICY/CIP COMMITTEE MEETING MINUTES

TUESDAY, MARCH 3, 2015



A meeting of the Planning Commission's Policy/CIP Committee was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Tuesday, March 3, 2015 at 3:50PM.

ATTENDANCE

Members Present: Scott Kreider, Jon Turkel, and Robina Bouffault

Members Absent: Cliff Nelson

Staff Present: Brandon Stidham, Planning Director

Others Present: Gwendolyn Malone, George Ohrstrom

Committee members approved the meeting agenda by consensus. Members voted unanimously to approve the minutes of February 3, 2015.

Yes: Turkel, Kreider (seconded), Bouffault (moved)

No: None

Absent: Nelson

Capital Improvement Plan (CIP) Pilot Program

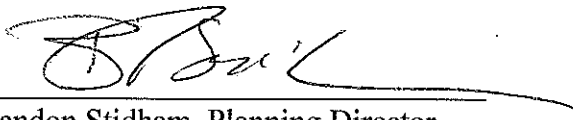
Mr. Stidham presented a summary of the capital projects under consideration for budget year FY 2015-2016 that would meet the thresholds established for inclusion in the annual CIP process. The list of projects was provided by Joint Administrative Services Director Tom Judge and includes projects for General Government, Registrar, Sheriff's Office, Fire/EMS, Parks & Recreation, and Schools. Mr. Stidham noted that the Registrar was the only department head that provided a completed CIP project form and that the information he had available for the projects was provided through conversations with Mr. Judge and some of the department heads.

Mr. Stidham stated that since the Board of Supervisors wanted the Pilot Program to be more informal for this budget year, he is providing an overview of the projects only rather than simulating a "dry run" of an actual CIP review. He indicated that he is soliciting feedback and recommendations from the Committee and will make the same presentation to the full Commission in April. All comments and recommendations would be provided in a summary report to the Board of Supervisors Finance Committee in May.

The members discussed the merits of involving the Planning Commission in the review of capital projects and all agreed that it would be difficult to evaluate many of the projects because they do not

bear a direct relationship to the Comprehensive Plan. Members were also concerned that they would not be able to provide recommendations without evaluating the financial implications of the projects, which they indicated would be outside of the Planning Commission's purview and duplicative of the Board of Supervisors' budget work. The members agreed that there might be individual projects that may have Comprehensive Plan implications for which the Board may want to solicit the Commission's recommendations. It was the consensus of the members to recommend to the full Commission that they should not be involved in the annual Capital Improvement Plan process. Mr. Stidham asked the members if they wanted to offer any additional recommendations on the CIP process such as types of projects to include. The members agreed to leave the CIP process issues to the Board of Supervisors.

The meeting was adjourned at 4:20 p.m.

A handwritten signature in black ink, appearing to read "B. Stidham", with a long horizontal line extending from the end of the signature.

Brandon Stidham, Planning Director